



CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS
Veterans Home of California, Yountville

Located in the heart of scenic Napa Valley, the Veterans Home of California, Yountville is a community of and for veterans. Some 1,100 veterans (both men and women) live at the home. Founded in 1884, the Veterans Home of California, Yountville is the largest veterans' home in the United States. It provides residential accommodations and a wealth of recreational, social, and therapeutic activities for independent living.

To qualify for job openings, you must have State list eligibility, or reinstatement/transfer. To obtain State list eligibility, please visit the State Personnel Board website at www.spb.ca.gov

Supervising Nurse II (8129)

Full-Time, Permanent – Continuous Filing

\$5314.00-\$6879.00

Plus \$600.00 per month Recruitment and Retention Bonus

(Includes a compensation benefits package)

NOTE: Hiring for this vacancy is contingent upon obtaining all approvals prior to making a commitment

Description:

The predominant duties for this position include, but are not limited to:

- Reassign nursing personnel to other units on an assigned shift if a shortage of personnel occurs on that unit which would be detrimental to patient care. The assignment is only to be for the remainder of that shift. Any permanent reassignment of personnel would be coordinated with the SRN on the unit of which that employee has been permanently placed and the SRN on the ward on which they desire to be placed. Keep records of attendance of float employees on assigned shift. Manages attendance problems of float employees on assigned shift through oral and written corrective interview process. Keeps the SRN informed of attendance problems of employees regularly scheduled on their units on the PM and nightshift. Coordinates with SRN in scheduling vacations and holiday time off.
- Regularly checks nursing records for accuracy, completeness, and neatness. Takes necessary action to correct deficiencies. Routinely checks environmental conditions in patient care areas regarding sanitation, safety factors, temperature, ventilation, noise level, etc. Takes corrective action when indicated. Makes complete ward rounds at least once in the evening and night shift.
- Assists SRN in counseling nursing staff concerning job performance when indicated. On day shift, completes performance evaluations on SRNs in their area. On PM and night shift, assists the SRN in completing performance evaluations on RNs assigned to their shift.
- Observes patients and assesses their nursing needs. Arranges for appropriate medical attention. Helps resolve problems related to nursing care of individual patients.
- Responsible for assisting the Supervising Nurse III in the overall management of nursing personnel. Supports the SRN in the management of their individual units. Assumes responsibility for clinical and administrative aspects of Nursing Service on the evening and night shift and during other absences of the Supervising Nurse III.
- Attends committee meetings as Clinical Coordinator representative.
- Supports established policies and procedures of the Veterans Home and Nursing Service. Makes suggestions through appropriate channels for change of policies and procedures when indicated.
- Works Overtime
- Performs other duties as related

Requirement: California RN License

Desirable qualifications:

Strong communication and customer service skills

Good work ethic

Ability to work all shifts (some weekends may be required)

Experience working with Microsoft Office (Word, Excel and Outlook)

Benefits Package

Benefit packages vary; please visit the www.spb.ca.gov website for benefit package information

Who may apply:

Applications will be accepted from individuals with permanent State Service in the class of Supervising Nurse II, or working in a class eligible for lateral transfer, reinstatement or list eligibility to this class. Priority consideration will be given to candidates on the SROA list. Applications will be subject to screening and only the most qualified will be interviewed.

To Apply:

Visit our website at www.cdva.ca.gov or the State Personnel Board www.spb.ca.gov to download the application. Submit your completed State Application (Std. 678), copy of valid California RN License and resume to: Veterans Home of CA, Yountville; Human Resources – Testing Unit; 110 California Drive; Yountville, CA 94599-1414

Testing for State Eligibility:

Visit our website at www.cdva.ca.gov OR www.spb.ca.gov for test dates and locations.

Questions:

If you have any questions or to request information concerning this posting, or need assistance in the application process, please contact our Human Resources Department in Yountville at Voice: (707) 944-4550, TDD: (707) 944-4560.

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